

Juvenile Justice Improvement Committee  
Juvenile Benchbook Committee  
Judicial Conference of Indiana

**Minutes**  
June 21, 2007

The Juvenile Justice Improvement Committee and the Juvenile Benchbook Committee of the Judicial Conference of Indiana held a joint meeting at the Fourwinds Resort and Marina on Thursday, June 21, 2007 from 4:20 until 4:55 p.m.

1. Members present. Charles F. Pratt, Chair, Juvenile Justice Improvement Committee and J. Scott Vanderbeck, Chair, Juvenile Benchbook Committee presided. A quorum was present of both committees.
2. Staff present. Jeffrey Bercovitz, Nancy Gettinger and Anne Jordan provided the committees with staff assistance.
3. Use of standard juvenile forms.
  - a. Jeffrey Bercovitz reported a meeting was held at the request of Judge James Payne, Director, Department of Child Services on June 14, 2007 to urge the development and use of standardized forms in Title IV-E cases including CHINS and Delinquents. Judge Payne said this would increase Title IV-E reimbursements to counties and ease the CFSR review.
  - b. The committees agreed by consensus to:
    - (1) Ask Judge Payne to attend the next Juvenile Benchbook Committee meeting.
    - (2) Bring Judge Nemeth's forms and comments, which had been circulated for this purpose after a meeting in 2005.
    - (3) Ask Judge Payne to let the Benchbook committee know which counties are omitting Title IV-E language.
    - (4) Educate probation officers and judges about the use of Title IV-E language in Delinquency cases.
    - (5) Distribute appropriate Title IV-E language for delinquents in the delinquency benchbook.
    - (6) Determine what efforts DCS have made to train probation officers to make Title IV-E determinations for delinquents.
    - (7) Prepare a Title IV-E eligibility dialogue for the juvenile benchbooks.

Respectfully submitted,

Jeffrey Bercovitz, Director  
Juvenile and Family Services